



Republic of the Philippines  
City of Tagaytay  
**OFFICE OF THE CITY MAYOR**

**EXECUTIVE ORDER NO. 331**  
Series 2020

**AN ORDER DECLARING THE ENTIRE CITY OF TAGAYTAY UNDER  
COMMUNITY QUARANTINE**

Whereas, President Duterte issued Presidential Proclamation 922 placing the entire country in a State of Public Health Emergency in relation to COVID-19;

Whereas, Resolution No. 11 was issued by the Covid-19 IATF, allowing Local Government Units to declare community quarantine as a preventive measure and in consideration of local circumstances and specific parameters;

Whereas, a Memorandum Circular was issued by the Executive Secretary of the Office of the President dated 13 March 2020, subject of which is the Stringent Social Distancing Measures and Further Guidelines for the Management of the current COVID-19 situation.

Whereas, voluntary community quarantine is a proactive approach towards preventing the entry and spread of Covid-19 in Tagaytay City;

Now, therefore, I, **AGNES D. TOLENTINO**, Mayor of Tagaytay City, by virtue of the powers vested upon me by law, do hereby declare the entire City of Tagaytay under Community Quarantine, and order full compliance with the following directives:

1. People are ordered to stay inside their homes and may only come out to work, purchase food or medicines, seek medical consultation/care at hospitals or take out garbage.
2. People are required to strictly observe social distancing inside offices, groceries, banks, and such other places where many people may also be present.
3. Classes in all levels are suspended until further notice. Visit to the city's jail facility shall likewise be prohibited.
4. Gatherings, whether civic or religious in purpose, shall be suspended until further notice.
5. Government work will not be disrupted. Offices of the City Government shall continue to serve the public from Monday to Friday, from 8 am to 5 pm, but on a skeletal work force

scheme. The previously issued memorandum on the four day work week is hereby revoked.

6. Clients and visitors on official business coming from other localities may enter Tagaytay City Hall and other facilities of the local government, provided that they shall be subjected to necessary screening procedures before entry.
7. The Memorandum issued by the undersigned on 13 March 2020, subject of which is the issuance of Supplemental Measures on the Prevention and Control of COVID-19, with special emphasis on Item No. 10 of the said memorandum, shall continue to be strictly observed.
8. Public and private entities shall prioritize the conduct of teleconferencing instead of physical meetings, whenever and to the best extent possible.
9. To ensure the safety of people utilizing public transportation, public utility vehicles and drivers shall be required to observe the guidelines issued by the Department of Health and the City Health Office on social distancing and hygiene, among others.
10. Deliveries to and from Tagaytay City will be allowed, subject to appropriate screening by concerned personnel and/or agencies.
11. Prohibition of other activities that may pose imminent threat to public health and safety.

This order will take effect immediately today and shall repeal certain provisions of Memorandum Orders dated 12 March and 13 March 2020.

Issued this 15th day of March 2020 in the City of Tagaytay.



**HON. AGNES D. TOLENTINO, DMD**  
*City Mayor*